

Siuslaw Valley Fire and Rescue
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting – April 20, 2016

John Scott, President of the Board, called the meeting to order at 6:18 p.m.
The Board meeting directly followed the Budget workshop.

BOARD MEMBERS PRESENT: Directors John Scott, Tony Phillips, John Carnahan and Lori Gates all present. Director Woodbury absent.

OTHERS PRESENT: Chief Langborg, Julie Brown Finance/HR Manager and Division Chief Marvin Tipler.

APPROVAL OF MINUTES: Motion by Director Gates to approve the minutes as presented, director Phillips seconded-motion passed.

COMMUNICATIONS: Letter from a citizen thanking Chief Langborg for his response to their locked motorhome.

PUBLIC COMMENTS: Al Pearn inquired about the status of the letter he had sent to the Board at the March meeting. Director Scott said that he thought the issue had been resolved. Director Carnahan stated that the Board had read and discussed the letter at the last meeting which Al had attended. Al said that he felt that no one believed, that he “felt that he had not been taken seriously when he said that he was not disrespectful to Julie Brown on the telephone”. Julie Brown apologized to Al and said that she does believe he felt that way and she was sorry for any misunderstanding. Al said thank you for the apology and asked to be put on the email list for the board packets the same as other people.

CHIEF’S REPORT:

Chief Langborg provided his Chief’s Report. Chief Langborg reported on the discussion with Heceta Water regarding the additional repair expenses we have had to the Tender due to providing water shuttles. They have tentatively agreed to pay 65% of the submitted repairs to this point. We have been doing water shuttles three days a week, seven times per day.

The Chief reported that the Active Shooter Drill has been postponed until June 4th to allow for more training time. He invited all Board members to attend and observe.

The SDAO Board assessment has been scheduled for July 16th at 6:00 pm. This will be a public meeting classified as board training. Please note that this is outside of the normal Board meeting schedule.

Chief Langborg reported that the Captain’s promotional process has been completed and that Andy Gray has been offered and accepted the position, which will be effective June 1, 2016. He also reported that the application period for the vacancy left by the promotion has closed and the physical agility test has been scheduled for next Thursday.

OPERATIONS REPORT:

Division Chief Tipler stated that he shortened the Training report from the twenty pages or so that it had previously been and wondered if anyone missed it. Director Carnahan commented that he likes to see the report that gives the breakdown of training and response if that would be possible.

FINANCE/HR:

Finance/HR Manager Julie Brown reported on the finances and stated that the expenditures were within budget at 71% and that revenues were currently at 96.6% of budgeted. She is currently working on a Purchase Order process to begin July 1, 2016 with the start of the new Fiscal year.

Julie reported on current HR statistics

Julie reported on her activities with WLAD and is working on the Budgets for both districts concurrently to payroll and accounts payable. Julie thanked bot Cindy and Mary for their continued support.

Julie thanked the Chief and the Board for their encouragement and support for going to the National Fire Academy class which will be in September.

MOTION TO RATIFY BILLS: Director Gates made a motion to ratify bills paid during the past month in the amount of \$101,345.24 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Carnahan and the motion passed unanimously. Director Phillips abstained due to a potential conflict.

FINANCIAL STATEMENTS: The financial statements were provided, with no questions from the board.

FIRE PREVENTION:

None

AGENDA ITEMS:

1. Chief Langborg requested that the Board consider the LOSAP funds which Firefighter Spomer was not vested in at his time of death be donated to his spouse. Director Carnahan made a motion directing staff to donate the funds from LOSAP related to Firefighter Spomer, be donated to his wife. Director Phillips seconded, motion passed unanimously.
2. Chief Langborg and Interim Director Brian Burrigh provided an overview of the Draft Administrative support services plan and a sample IGA and an example of an organizational chart. Chief Langborg and Brian both spoke to how the process could potentially work if both Boards agreed. Chief Langborg stated that this is an opportunity for both district's to see if this would work. Brian said that this is an opportunity (risk free) to see if this would work. He also said that this works well for many districts and other agencies. However there is always bumps along the way but it is a chance to work through those over the next couple of years. Director Phillips said that he is under the impression that WLAD has backed out in the past when this has been attempted. Brian stated that he is aware of the previous attempts, but that this time we are going about the process a little more strategically to try and prevent last minute issues. Brian does acknowledge that there have been concerns expressed from both boards and that they are all valid, but we will never know

if it can work if we don't try. Chief Langborg and Brian both poke to the fact that this IGA is Administrative only and operations from both districts would remain the same, and that there will probably be a savings to both districts which might not be realized during the first year but down the road through shared processes. Chief Langborg asked if the Board would give him direction to continue to the next step, which would be to put together a planning committee and draft a proposed plan for possibly the June meeting. Director Carnahan said that he would like to know what WLAD Board says, but that if they said move forward he agreed. Director Gates made a motion to direct Chief Langborg to continue pursuing the IGA with WLAD, Director Scott seconded and the motion passed unanimously.

3. Video recording board meetings agenda item. Chief Langborg said that this proposal was given to him and he needed board direction as to if they wanted him to pursue the possibility and that the cost would be about \$3200 a year. Captain Jagoe said that he is the one that originally proposed it and that it might be timely since WLA and SVFR are looking at an IGA. For the public it gives them another way to get more information from their living rooms and reaches more people.

FUTURE AGENDA BUSINESS: No items from the Board.

EXECUTIVE SESSION: 7:20 pm-Board went in to executive session ORS 192.660 (2)(f)(b)
Executive session adjourned at 7:35 pm

Opened regular session at 7:36 pm- no further business
Meeting closed at 7:08 pm

Respectfully submitted,
Julie Brown
Finance/Human Resources Manager
Recording Secretary